

BOARD OF SUPERVISORS

Brown County



305 E. WALNUT STREET
E-Mail: BrownCountyCountyBoard@co.brown.wi.us
P. O. BOX 23600
GREEN BAY, WISCONSIN 54305-3600

PHONE (920) 448-4015 FAX (920) 448-6221

"PUBLIC NOTICE OF MEETING"

Pursuant to Section 19.84 Wis. Stats., notice is hereby given to the public that the following meetings will be held

**THE WEEK OF
DECEMBER 5 – 9, 2016**

MONDAY, DECEMBER 5, 2016

- | | | |
|-----------|--|---|
| *10:15 am | Transportation Coordinating Committee | GB Metro Transportation Center
901 University Avenue |
| *3:30 pm | Professional Football Stadium District | Room 121, Neville Public Museum
210 Museum Place |
| *3:30 pm | Children With Disabilities Education Board | Syble Hopp School
755 Scheuring Road |

TUESDAY, DECEMBER 6, 2016

(No Meetings)

WEDNESDAY, DECEMBER 7, 2016

- | | | |
|-----------|--|---|
| *11:00 am | Public Safety Committee | Brown County Sheriff's Office
2684 Development Drive |
| *6:15 pm | Administration Committee | Room 200, Northern Building
305 E. Walnut Street |
| *6:30 pm. | Planning Commission Board of Directors | GB Metro Transportation Center
901 University Avenue |

THURSDAY, DECEMBER 8, 2016

- | | | |
|----------|---|---|
| *8:00 am | Criminal Justice Coordinating Board – <i>Agenda to Follow</i> | Truttman Room, DA's Office
305 E. Walnut Street |
| *8:30 am | Aging & Disability Resource Center – Board of Directors | Aging & Disability Resource Center
300 S. Adams Street |
| *5:15 pm | Human Services Board | Board Room A, Sophie Beaumont Building
111 N. Jefferson Street |
| *5:15 pm | Library Board | Central Library, downtown Green Bay
515 Pine Street |

FRIDAY, DECEMBER 9, 2016

(No Meetings)

Any person wishing to attend who, because of a disability, requires special accommodation, should contact the Brown County Human Resources Office at 448-4065 by 4:30 p.m. on the day before the meeting so that arrangements can be made.

AGENDA
BROWN COUNTY TRANSPORTATION COORDINATING COMMITTEE

Monday, December 5, 2016

Green Bay Metro Transportation Center
901 University Avenue
Green Bay, Wisconsin

Meeting Time: 10:15 a.m.

ROLL CALL

Diana Brown (Curative Connections) _____
Vinny Caldara (MV Transportation) _____
Corrie Campbell (BC Board of Supervisors) _____
Brandon Cooper (Oneida Nation) _____
Mallory Cornelius (ASPIRO) _____
Pat Finder-Stone (Citizen Member) _____
Patty Kiewiz (Green Bay Metro) _____
Greg Maloney (Lakeland Care District) _____
Linda Mamrosh (Citizen Member) _____
Barbara Natelle (Syble Hopp School) _____

Sandy Popp (Options for Independent Living) _____
Cole Runge (BC Planning Commission/Green Bay MPO) _____
Mary Schlautman (ADRC of Brown County) _____
Julie Tetzlaff (Cerebral Palsy Inc.) _____
Lisa Van Donsel (ADRC of Brown County Board) _____
Derek Weyer (Wisconsin DOT NE Region) _____
Tina Whetung (Curative Connections Trans. Program) _____
Genny Willemon (BC Human Services) _____
John Withbroe (Green Bay Transit Commission) _____
Vacant (BC Executive Department) _____

ORDER OF BUSINESS

1. Approval of the September 12, 2016, TCC meeting minutes.
2. Presentation of the Brown County Rural Specialized Transportation Study.
3. Discussion and action regarding Brown County's Section 85.21 Specialized Transportation Assistance Application for FY 2017.
4. Discussion of proposed updates to the Green Bay Urbanized Area's Section 5310 Program Recipient Coordination and Management Plan.
5. Discussion regarding the performance of the state's non-emergency medical transportation manager (MTM).
6. Round robin discussion about specialized transportation services in Brown County.
7. Other matters.
8. Adjourn.

NOTICE IS HEREBY GIVEN THAT ACTION BY THE COMMITTEE MAY BE TAKEN ON ANY OF THE ITEMS WHICH ARE DESCRIBED OR LISTED ON THIS AGENDA.

ANY PERSON WISHING TO ATTEND WHO, BECAUSE OF A DISABILITY, REQUIRES SPECIAL ACCOMMODATIONS SHOULD CONTACT THE BROWN COUNTY PLANNING COMMISSION OFFICE AT (920) 448-6480 BY 3:00 P.M. ON THE THURSDAY BEFORE THE MEETING SO THAT ARRANGEMENTS CAN BE MADE.

**GREEN BAY/BROWN COUNTY
PROFESSIONAL FOOTBALL STADIUM DISTRICT
AGENDA
MONDAY, DECEMBER 5, 2016
3:30 P.M.**

ROOM 121 – NEVILLE PUBLIC MUSEUM
210 MUSEUM PLACE, GREEN BAY WI

1. Call the Meeting to Order
2. Roll Call
3. Pledge of Allegiance
4. Approve/Modify Agenda
5. Tour of “Life and Death at Fort Howard” Exhibit
6. Funding Request - NEW Motorama

At the option of the Board, convene into closed session pursuant to Section 19.85(1)(e) of the Wisconsin Statutes for purposes of deliberating or negotiating the purchasing of public properties, investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session, to-wit; negotiation strategy regarding possible support of the above event through the District Special Events and Economic Development Fund.

Return to Open Session

Consideration of Action, If Any, Regarding Closed Session Discussion

7. Special Events & Economic Development Fund Update:
 - A. Detail of Special Events and Economic Development Fund
 - B. Post Event Information – World Walleye Championships
 - C. Post-Project Report – Ashwaubenon Aquatic Center
 - D. WIAA Additional Events Strategy
 - E. Future Special Events
8. Request for Approval of the Minutes – October 26, 2016
9. Communications:
 - A. November 7, 2016 USA Today Network Article “Council Freezes Taxes with One-Time Funds”
 - B. November 22, 2016 Article “Sales Tax Funds for Botanical Gardens and Children’s Museum”
 - C. Late Communications (if any)
10. Request Approval of Three Year Extension of Audit
11. October 2016 Financial Report
12. Consideration of Resolution 107 – Authorizing Approval and Adoption of 2017 Budget
 - Budget Assumptions
 - Highlights (to be provided)
 - Revised Mission Statement and Philosophy
13. Director’s Report
14. Other Matters Authorized by Law
15. Motion to Adjourn

Any person wishing to attend who, because of a disability, requires special accommodations should contact Diane Roskom at (920) 965-6997 so arrangements can be made.

Pursuant to Section 19.84, notice is hereby given to the public:

BROWN COUNTY CHILDREN WITH DISABILITIES EDUCATION BOARD
Monday, December 5, 2016 – 3:30PM
Syble Hopp School

1. Call to Order – 3:30 p.m. – S. King
2. Action Item: Approval of October 26, 2016 and November 3, 2016 Board Minutes
RECOMMENDED MOTION: That the minutes from the October 26 and November 3 Board meetings be approved.
3. Action Item: Approval of Agenda
RECOMMENDED MOTION: That the agenda for today's meeting be approved.
4. Action Item: Board Meeting Calendar – Remainder of 2016-17
RECOMMENDED MOTION: That the new calendar of Board Meetings for the remainder of the 2016-17 school year be approved.
5. Action Item: Donations
RECOMMENDED MOTION: That this month's donations be approved.
6. Action Item: Payment of Bills
RECOMMENDED MOTION: That the payment of the bills be approved.
7. Action Item: Financial Report
RECOMMENDED MOTION: That the financial report be accepted.
8. Action Item: Additional Staff (.2 FTE Early Childhood Teacher and .2 FTE Early Childhood Aide January 3, 2017- June 1m, 2017)
RECOMMENDED MOTION: That the additional staff as recommended by administration be approved.
9. Discussion Item: Administrators' Report
10. Discussion Item: Parent Organization Report
11. Discussion Item: Administrator Search Update
12. Discussion Item: Brown County Board Commendation for Barb Natelle
13. Executive Session: The Board will move to executive session as allowed by Wisconsin stats 19.85 (1)(c)(e) to discuss retiree insurance.
14. Action Item: Retiree Insurance
15. Action Item: Adjournment

"Any person wishing to attend who, because of disability requires special accommodation, should contact Syble Hopp School at 336-5754 by 3:00 p.m. on Friday, December 2, 2016 so arrangements can be made."

BOARD OF SUPERVISORS

Brown County



305 E. WALNUT STREET
P. O. BOX 23600
GREEN BAY, WISCONSIN 54305-3600
PHONE (920) 448-4015 FAX (920) 448-6221

PUBLIC SAFETY COMMITTEE

Patrick Buckley, Chair
Andy Nicholson, Vice Chairman
Bill Clancy, Guy Zima, Patrick Evans

PUBLIC SAFETY COMMITTEE

Wednesday, December 7, 2016

11:00 a.m.

**Brown County Sheriff's Office
2684 Development Drive, Green Bay**

**NOTICE IS HEREBY GIVEN THAT THE COMMITTEE MAY TAKE
ACTION ON ANY ITEM LISTED ON THE AGENDA**

- I. Call Meeting to Order.
- II. Approve/Modify Agenda.
- III. Approve/Modify Minutes of October 4, 2016.

Comments from the Public

1. Review minutes of:
 - a. Investigation Task Force Board of Directors (September 7, 2016).
 - b. Investigation Task Force General Membership (September 8, 2016).
 - c. Local Emergency Planning Committee (September 13, 2016).
 - d. Traffic Safety Commission (July 12, 2016).

Communications

2. Communication from Supervisor Schadewald re: This is my request for the committee to evaluate Montana Meth Project commercials for possible use as public service announcements in Brown County. *Referred from October County Board.*
3. Communication from Supervisor Becker re: This communication is a request that the Executive Committee draft a proclamation that reaffirms our (Brown County Board's) support for the DARE Program. *Referred from November County Board.*

Resolutions, Ordinances

4. Resolution to Approve Legislation Allowing Counties to Seize Drunk Drivers' Vehicles. *Hold until December.*
5. Resolution Supporting Participation in 2017 County-Tribal Law Enforcement Grant.

Circuit Courts, Commissioners, Probate

6. Budget Status Financial Reports for September and October 2016.
7. Budget Adjustment Request (16-106): Reallocation of more than 10% of the funds original appropriated between any of the levels of appropriation.
8. Discussion and possible formation of an OWI Court – Judge Zuidmulder. *September Motion: To have Judge Zuidmulder come back in December with additional information.*

Clerk of Courts

- 9. Budget Status Financial Reports for September and October 2016.
- 10. Clerk of Court's Report.

District Attorney

- 11. District Attorney's Report.

Medical Examiner

- 12. Budget Status Financial Report for October 2016 (unaudited).
- 13. Brown County Medical Examiner Activity Spreadsheet through 11/29/2016.
- 14. Medical Examiner's Report.

Emergency Management

- 15. Budget Status Financial Reports for September and October 2016.
- 16. Director's Report.

Public Safety Communications

- 17. Budget Status Financial Reports for October 2016 (unaudited).
- 18. Budget Adjustment Request (16-96): Any increase in expenses with an offsetting increase in revenue.
- 19. Public Safety Communications Director's Report.

Sheriff

- 20. Budget Adjustment Request (16-95): Any increase in expenses with an offsetting increase in revenue.
- 21. Budget Adjustment Request (17-01): Any increase in expenses with an offsetting increase in revenue.
- 22. Sheriff's Report.

Other

- 23. Audit of bills.
- 24. Such other matters as authorized by law.
- 25. Adjourn.

Patrick Buckley, Chair

Notice is hereby given that action by the Committee may be taken on any of the items which are described or listed in this agenda.

Please take notice that it is possible additional members of the Board of Supervisors may attend this meeting, resulting in a majority or quorum of the Board of Supervisors. This may constitute a meeting of the Board of Supervisors for purposes of discussion and information gathering relative to this agenda.

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305 E. WALNUT STREET

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GREEN BAY, WISCONSIN 54305-3600

PHONE (920) 448-4015 FAX (920) 448-6221

ADMINISTRATION COMMITTEE

Richard Schadewald, Chair
Jamie Blom, Vice-Chair
Mark Becker, James Kneiszel,
John Vander Leest

ADMINISTRATION COMMITTEE

Wednesday, December 7, 2016

6:15 p.m.

Room 200, Northern Building
305 E. Walnut Street

**NOTICE IS HEREBY GIVEN THAT THE COMMITTEE MAY TAKE ACTION ON ANY ITEM
LISTED ON THE AGENDA**

- I. Call to Order.
- II. Approve/Modify Agenda.
- III. Approve/Modify Minutes of October 5, 2016.

1. Review minutes of:
 - a. Housing Authority (September 19, 2016 and October 17, 2016).

Comments from the Public

Communications

2. Communication from Supervisor Schadewald re: 2018 Budget Proposals re: Health Insurance and Pay Options earlier in the year.
3. Communication from Supervisor Schadewald re: That County Code and policy be examined relating to pay increases, health insurance, employee benefits and any other policies concerning employee compensation so that each is a separate resolution at budget time. *Referred from November County Board.*

Reports

4. Brown County Financial Statement Results – Levy Funded Departments as of October 31, 2016.

Treasurer

5. Budget Performance Report for the period January - October 2016.
6. Discussion and possible action on the following tax deed parcels:

a. PARCEL HB-855-3 (Hobart) at 973 HAVEN PLACE

County cost = \$ 72,902.56 (TIP) + approx. \$ 7,700 - 2016 taxes*

Special Assessment, Special Interest & Penalty due = \$ 26,775.73

*The current assessed valuation of \$401,800 will result in a 2016 tax bill in the ballpark of \$ 7,700 due 1-31-2017 because the parcel was taxable on January 1, 2016.

b. PARCEL 21-1293-2 (City of Green Bay) at 1739 MAIN STREET

County cost = \$ 24,611.72 (TIP) + approx. \$ 0 - 2016 taxes*

Direction to Proceed?

Child Support

7. Budget Status Financial Report for October 2016.
8. Departmental Opening Summary.
9. Director Summary for October and November 2016.

Technology Services

10. Budget Status Financial Report for October 2016.
11. Technology Services Monthly Report.
12. Resolution to Expand Brown County Community Area Network.

Department of Administration

13. Budget Status Financial Report for October 2016.
14. Departmental Opening Summary.
15. 2016 Budget Adjustment Log.
16. Director's Reports.

Human Resources:

17. Review of Class and Comp Study.
18. Oneida Service Agreement.
19. Turnover Report.
20. Position Approval Lists for October and November.
21. Budget Status Financial Reports for September and October (unaudited).
22. Department Vacancies Report.
23. Human Resources Report.

24. **County Clerk** – Budget Status Financial Report for October 2016.

Corporation Counsel – No agenda items.**Other**

25. Audit of bills.
26. Such other matters as authorized by law.
27. Adjourn.

Richard Schadewald, Chair

Notice is hereby given that action by the Committee may be taken on any of the items which are described or listed in this agenda.

Please take notice that it is possible additional members of the Board of Supervisors may attend this meeting, resulting in a majority or quorum of the Board of Supervisors. This may constitute a meeting of the Board of Supervisors for purposes of discussion and information gathering relative to this agenda.

AGENDA
BROWN COUNTY PLANNING COMMISSION
BOARD OF DIRECTORS
Wednesday, December 7, 2016
Green Bay Metro Transportation Center
901 University Avenue, Commission Room
Green Bay, WI 54302
6:30 p.m.

ROLL CALL:

Paul Blindauer	_____	Mark Handeland	_____	Debbie Schumacher	_____
James Botz	_____	Matthew Harris	_____	Ray Tauscher	_____
Brian Brock	_____	Frederick Heitl	_____	Jason Ward	_____
William Clancy	_____	Phil Hilgenberg	_____	Dave Wiese	_____
Norbert Dantine, Jr.	_____	Kathleen Janssen	_____	Reed Woodward	_____
Bernie Erickson	_____	Dotty Juengst	_____	City of Green Bay (Vacant)	_____
Kim Flom	_____	Patty Kiewiz	_____	City of Green Bay (Vacant)	_____
Steve Gander	_____	Michael Malcheski	_____	Br. Co. Board-DePere (Vacant)	_____
Adam Gauthier	_____	Gary Pahl	_____		
Steve Grenier	_____	Terry Schaeuble	_____		

1. Approval of the minutes of the November 2, 2016 regular meeting of the Brown County Planning Commission Board of Directors.
2. **Public Hearing:** Public Hearing regarding the 2016 Green Bay MPO Public Participation Plan Update.
3. Discussion and action regarding the 2016 Green Bay MPO Public Participation Plan Update.
4. Discussion and action regarding the 2016 Green Bay Urbanized Area Section 5310 Program Recipient Coordination and Management Plan Update.
5. Directors Report.
6. Brown County Planning Commission staff updates on work activities during the month of November.
7. Other matters.
8. Adjourn.

NOTICE IS HEREBY GIVEN THAT ACTION BY THE COMMISSION MAY BE TAKEN ON ANY OF THE ITEMS WHICH ARE DESCRIBED OR LISTED ON THIS AGENDA.

PLEASE TAKE FURTHER NOTICE, MEMBERS OF THE PLANNING, DEVELOPMENT & TRANSPORTATION COMMITTEE OF THE BROWN COUNTY BOARD OF SUPERVISORS MAY BE PRESENT IN SUFFICIENT NUMBERS AT THE ABOVE MEETING TO CONSTITUTE A MEETING OF THEIR COMMITTEE. THE COMMITTEE WILL GATHER INFORMATION AND WILL NOT TAKE FORMAL ACTION AT THIS MEETING.

ANY PERSON WISHING TO ATTEND WHO, BECAUSE OF A DISABILITY, REQUIRES SPECIAL ACCOMMODATION SHOULD CONTACT THE BROWN COUNTY PLANNING COMMISSION OFFICE AT (920) 448-6480 AT LEAST TWO BUSINESS DAYS BEFORE THE MEETING SO ARRANGEMENTS CAN BE MADE.

AGING & DISABILITY RESOURCE CENTER OF BROWN COUNTY BOARD OF DIRECTOR'S MEETING

Thursday, December 8, 2016 at 8:30 a.m.
300 S. Adams St. Green Bay, WI 54301

AGENDA

Time	Agenda Item	Hand out	Action Required
8:30	1. Pledge of Allegiance		
8:32	2. Introductions		
8:35	3. Adoption of Agenda	Yes	Yes
8:35	4. Approval of the minutes of regular meeting of October 27, 2016	Yes	Yes
8:40	5. Comments from the public <ul style="list-style-type: none"> • Must be limited to items not on the agenda • State name and address for the record • Comments will be limited to five minutes • The Board's role is to listen and not discuss comments or take action on those comments at this meeting 		
8:45	6. Finance Report <ul style="list-style-type: none"> a. Review and approval of Finance Report b. Review and approval of Restricted Donations 	Yes Yes	Yes Yes
9:00	7. 85.21 Transportation 2017 Plan presentation and approval: Christel Giesen	Yes	Yes
9:45	8. Nominations and Human Resource Committee Report: <ul style="list-style-type: none"> a. Slate of Officers 2017 b. New Members 2017 	Yes Yes	Yes Yes
9:50	9. Policy Approval: <ul style="list-style-type: none"> a. Cash on Hand Policy 	Yes	Yes
10:00	10. GWAAR –Annual Plan Amendment and Budget	Yes	Yes
10:15	11. Directors Report <ul style="list-style-type: none"> a. Board Calendar 2017 	Yes	
10:20	12. Legislative Updates		
10:20	13. Announcements		
10:25	14. Next Meeting – January 26th , 2017		
10:30	15. Adjourn		Yes

Marvin Rucker, Chairperson
Aging & Disability Resource Center
of Brown County

Notice is hereby given that action by the Committee may be taken on any of the items which are described or listed in this agenda.

Any person wishing to attend, who because of a disability requires special accommodation, should contact the ADRC of Brown County Office at (920) 448-4300 two days before the meeting so that arrangements can be made.

ADRC Vision: "Building a community that values, empowers, and supports seniors, adults with disabilities and their caregivers"

BROWN COUNTY HUMAN SERVICES

111 N. Jefferson Street
P.O. Box 22188
Green Bay, WI 54305-3600



Erik Pritzl, Executive Director

MEETING OF THE HUMAN SERVICES BOARD Thursday, December 8, 2016

BROWN COUNTY HUMAN SERVICES-BOARD ROOM A
111 N. JEFFERSON STREET, GREEN BAY, WI 54311
5:15 P.M.

AGENDA

1. Call Meeting to Order.
2. Approve/Modify Agenda.
3. Approve Minutes of November 10, 2016 Human Services Board Meeting.
4. Executive Director's Report.
5. Presentation re: Social Services at the CTC.
6. Continued Discussion re: Barbara Bauer Award.
7. CTC Administrator Report including NPC Monthly Report.
8. Financial Report for Community Treatment Center and Community Programs.
9. Time and Location of May 11th HS Board Meeting.
10. *Statistical Reports.
 - a. Monthly CTC Data – Bay Haven Crisis Diversion/Nicolet Psychiatric Hospital.
 - b. Child Protection – Child Abuse/Neglect Report.
11. Other Matters.
12. Adjourn Business Meeting.

**Note: attached as written reports*

Notices:

Notice is hereby given that action by the Human Services Board may be taken on any of the items, which are described or listed in this agenda.

Please take notice that additional members of the Board of Supervisors may attend this meeting of the Human Services Board, resulting in a majority or quorum of the Board of Supervisors. This may constitute a meeting of the Board of Supervisors for purposes of discussion and information gathering relative to this agenda.

Any person wishing to attend the Human Services Board meeting who, because of a disability, requires special accommodations, should contact the Human Services Department at (920) 448-6006 by 4:30 p.m. on the day before the meeting so that arrangements can be made.



BROWN COUNTY LIBRARY
515 PINE STREET GREEN BAY, WI 54301-5194

BRIAN M. SIMONS
EXECUTIVE DIRECTOR

PHONE (920) 448-5810
FAX (920) 448-4364

Simons_BM@co.brown.wi.us
www.browncountylibrary.org

"Connecting people, ideas, and community."

BROWN COUNTY LIBRARY BOARD

Central Library

515 Pine Street, downtown Green Bay, WI

Thursday, December 8, 2016

5:15 p.m.

AGENDA

1. Call to Order
2. Approve Agenda and Minutes
3. Communications and Open Forum for the Public
4. Library Business
 - a. Financial Manager's Report, Bills and Donations
5. Update on Library Employee Banked Sick and Vacation Leave
6. Approve Pay for Performance Structure
7. Approve 2017 Closures – Holidays and Staff Development Days
8. Discussion and Possible Action on Interactive Children's Sculpture at Central Library
9. Facilities Report
 - a. Facilities Manager's Report
 - b. Update on East Branch Facility Feasibility Study
10. President's Report
11. Library Director's Report
12. Old Business
13. Such Other Matters as are Authorized by Law

14. Adjournment

Notice is hereby given that action by the Library Board may be taken on any of the items which are described or listed in this agenda.


Any person wishing to attend the Library Board Meeting who, because of a disability requires special accommodations, should contact the Brown County Library at 448-4400 at least one working day in advance of the meeting so that arrangements can be made.

A handwritten signature in black ink, reading "Michael W. Aubinger". The signature is written in a cursive style with a large, stylized 'M' and 'A'.

Michael Aubinger
Library Board President



DECEMBER 2016

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
				1	2	3
4	5	6	7 Public Safety 11:00 am Admin Cmte 6:15 pm	8 CICB 8:00 am	9	10
11	12 Executive Cmte 5:30 pm	13	14 Ed & Rec Cmte 5:30 pm, Rm 200, Northern Bldg	15	16	17
18	19 Land Con 6 pm PD&T 6:30 pm - Tentative	20 Veterans Recognition Subcmte 4:30 pm @ Airport	21 Board of Supervisors 6:00 pm	22	23 <i>County Board Office Closed</i>	24
25 	26 <i>County Board Office Closed</i>	27	28 Human Services Cmte has been moved to Jan 5 @ 5:30 pm	29	30 <i>County Board Office Closed</i>	31 <i>County Board Office Closed - January 1st</i>

BROWN COUNTY COMMITTEE MINUTES

- Aging & Disability Resource Center (September 22, 2016)
- Fire Investigation Task Force (September 8, 2016)
- Fire Investigation Task Force Board of Directors (September 7, 2016)

To obtain a copy of Committee minutes:

http://www.co.brown.wi.us/minutes_and_agendas/

OR

Contact the Brown County Board Office or the County Clerk's Department

**PROCEEDINGS OF THE AGING & DISABILITY RESOURCE CENTER BOARD OF
DIRECTOR'S MEETING** **SEPTEMBER 22, 2016**

PRESENT: Marvin Rucker, Pat Finder-Stone, Lisa VanDonsel, Larry Epstein, Supervisor Corrie Campbell, Jessica Nell, Melanie Maczka, Bev Bartlett

EXCUSED: Beth Relich, Barbara Robinson, Lori Rasmussen, Pat Hickey

ALSO PRESENT: Debra Bowers, Kristin Willems Devon Christianson, Christel Giesen, Laurie Ropson, Barb Michaels, Denise Misovec, Tina Whetung, Aaron Schuette, Lisa Conard, Nicole DeBauche

The meeting was called to order by Chairperson Rucker at 8:34 a.m.

PLEDGE OF ALLEGIANCE

INTRODUCTIONS

ADOPTION OF THE AGENDA:

Ms. Finder-Stone/Mr. Epstein moved to adopt the agenda. **MOTION CARRIED.**

APPROVAL OF THE MINUTES OF MEETING OF AUGUST 25, 2016:

Ms. VanDonsel/Supervisor Campbell moved to approve the minutes of the regular meeting of August 25, 2016. **MOTION CARRIED.**

COMMENTS FROM THE PUBLIC: None.

FINANCE REPORT:

A. REVIEW AND APPROVAL OF AUGUST, 2016 FINANCE REPORT:

Ms. Bowers reviewed the August 2016 Financial Highlights communicating that the ADRC is on target for the 2016 budget. Ms. Bowers communicated that the ADRC is under budget for salary and fringe due to staff position transitions and turnover in 2016. This is also the reason for receiving less federal dollars. Ms. Bowers also mentioned that the Loan Closet campaign is a tremendous success.

Supervisor Campbell/Ms. Bartlett moved to approve the August 2016 finance report. **MOTION CARRIED.**

B. REVIEW AND APPROVAL OF RESTRICTED DONATIONS:

Ms. Bowers referred to the Restricted Revenue & Expense handout to show that the ADRC received a restricted donation in the amount of \$500.00 for the Home-Bound Meal program in the month of August, bringing our total restricted revenue for the year to \$20,000.

Supervisor Campbell/Mr. Epstein moved to approve the restricted donations for August 2016. **MOTION CARRIED.**

TRANSPORTATION EVALUATION REPORT-BROWN COUNTY PLANNING-AARON SCHUETTE:

Mr. Schuette, Brown County Planning, referred to the full draft report handout and power point. Mr. Schuette presented the results of the rural transportation evaluation commissioned by the ADRC for rural Brown County that has been a 9 month process of research and evaluation in 2016. Mr. Schuette explained the goal of the evaluation was to understand the current demographic trends, identify unmet rural transportation needs and allow for the most efficient use of resources to better serve the rural areas of Brown County. Mr. Schuette summarized the learnings from the evaluation to include: 1) rural areas of Brown County have been growing in population and growth in these areas is projected to continue over the next 30 years. 2) The demographic of people aged 60 and over will continue to grow

proportionately over the next 30 years, including the rural communities. 3) The urbanized area for Brown County has expanded each year according to the Brown County Population and population density per the Green Bay Metropolitan Planning Service Area. Mr. Schuette covered the current availability for specialized transportation providers/services and the areas they serve. Mr. Schuette shared feedback from stake holders, caregivers and providers he collected via surveys and focus groups. The demands and gaps in services the feedback uncovered include: 1) people are not sure who the appropriate provider should be for their programs. 2) A need for a mobility manager/transportation coordinator to provide information and coordination 3) Availability 4) Service areas are limited. 5) People do not want to inconvenience personal informal resources 6) Last minute rides, night-time and weekend options 7) Private providers are at a much higher cost. Mr. Schuette shared the rural areas outside current service areas that have a high demand for specialized transportation. As a result of these findings, Mr. Schuette communicated the programmatic recommendation of the study; 1) Create Mobility Manager and Travel Trainer positions to improve coordination and create a central information resource for riders. 2) Expand Curative Connections service area to the expanded urbanized area. (Suamico, Southern De Pere, Oneida, Hobart, Town of Scott) Mr. Schuette also shared recommendations to best implement this expansion. 3) Addition of a bus route 1 to 2 times a week to very rural, less population dense areas. (Wayside & Lange's Corners). Ms. Christianson expressed gratitude for these recommendations and shared every year the ADRC looks analyze how the ADRC can expand rural the program with the 85.21 transportation dollars without displacing or replacing another service. This evaluation will allow the ADRC Board to make informed decisions on how best to do that. Ms. Christianson will share recommendations for transportation with the ADRC Board of Directors in December, 2016. Ms. Christianson stated that some of what will be communicated is the coordination with Brown County Planning, ADRC and Green Bay Metro to see how best to pool resources to create and support a Mobility Manager and Travel Trainer positions. Ms. Christianson stated that Green Bay Metro has stepped forward and is willing to house these positions, however, MOU's, Contracts, and job descriptions still need to be created for the roles. Supervisor Campbell shared that she has concerns about this position being housed in Green Bay Metro instead of a Brown County Department. Supervisor Campbell shared that Brown County Planning Commission Transportation Committee would seek to pull funding for the position(s) if not used correctly by Green Bay Metro. Supervisor Campbell stated that the reason that the ADRC Board funded the study was to address the transportation issues in rural areas. Ms. Campbell feels that the accountability for this role should be through Brown County not in the City of Green Bay and therefore recommends stern oversight of these positions. Ms. Christianson agrees that the position should focus on how all communities in Brown County come together to better service all areas. Ms. Conard from Brown County Planning Commission added that Green Bay Metro provides service to De Pere, Ashwaubenon and Bellevue who are all financial partners and through communication they come together to serve not just Green Bay but a larger region. Supervisor Campbell feels that the City of Green Bay has people already in positions that are working on servicing the region. Supervisor Campbell feels these new positions should be working on expanding service to rural areas. Mr. Schuette clarified that the study only recommends the creation of this position, but does not recommend where the role(s) would be housed. Additional discussion ensued. Ms. Christianson thanked Mr. Schuette for the valuable information as it allows for making informed decisions.

Ms. Finder-Stone/Ms. Bartlett moved to accept the Brown County Transportation Evaluation Report.
MOTION CARRIED.

DIRECTORS REPORT:

A. REQUEST FOR C1-C2 TRANSFER FOR NUTRITION PROGRAM:

Ms. Christianson referred to the handout "Request for Transfer of Allocations". Ms. Christianson shared that each year funds may be transferred between congregate and home-bound meal funds to meet the needs of the programs. Ms. Christianson is requesting that 40% of C-1 funds totaling \$169,402 be transferred to C-2 to meet the needs of the home-bound meal program. This will not impact the congregate dining program as needs are being met with the current allocation.

Ms. VanDonsel/Supervisor Campbell moved to approve the request for C1-C2 transfer for nutrition program. **MOTION CARRIED**

B. DE PERE NUTRITION CONTRACT CHANGE REQUEST:

Ms. Christianson referred to the City of De Pere handout and communicated that the City of De Pere initiated a conversation with Ms. Christianson with the goal of creating efficiencies and maintaining and/or improving their current offerings at the De Pere Community Center. The City of De Pere requested that in January, 2017 the ADRC employ and manage staff and program operations of the Nutrition Program at the De Pere Community Center. This would mean a change to the ADRC organization table to include .5 FTE for this role. The City of De Pere would continue to staff a person for Senior Programming. Ms. Christianson shared that this request would create cost benefit to both the ADRC and the City of De Pere while still maintaining the nutrition program in De Pere. Ms. Christianson stated that De Pere and the ADRC are committed to having a nutrition program in De Pere and stressed the importance of De Pere's support in the rural communities of De Pere and Wrightstown.

Ms. Finder-Stone/Mr. Epstein moved to approve the change for the ADRC to employ staff and manage the nutrition program in De Pere and add .5 FTE to the ADRC organizational chart..

MOTION CARRIED.

STAFF REPORT-BARB MICHAELS-PREVENTION:

Ms. Michaels referred to the Prevention Update handout and reviewed with the board the 2017 Initiatives including 5 Evidence Based Workshops. Ms. Michaels thanked Mr. Epstein, Ms. Bartlett and Ms. Robinson for their participation with the workshops. Ms. Michaels also shared the collaboration with the 4 area hospitals, NWTC, UW partners, Green Bay Metro Fire Department and other local professionals. Ms. Michaels then reviewed other prevention initiatives, driven by either consumer request or community initiatives. Ms. Michaels noted a 40% increase in participation in prevention programs from 2014 to 2015. Ms. Michaels said volunteers and the relationships/partnerships with the medical community is the strength of the prevention program. Ms. Michaels also shared upcoming opportunities for 2017 stemming from focus groups that met earlier in the year and partnerships with YWCA and Public Health in 2017. Ms. Christianson and the board commended Ms. Michaels for her dedication to the prevention program.

CURATIVE CONNECTIONS-TOUR AND PROGRAM REVIEW:

Ms. Misovec shared that Curative has been very busy and that referrals to the adult-day care program are up about 40%. The referrals are through family care and word of mouth. Increases in need, marketing and branding initiatives are also a factor for the increases. Staffing has proved to be a challenge for Curative as well.

LEGISLATIVE UPDATES: None

ANNOUNCEMENTS:

Ms. Christianson referred to the Journey to Greater Green Bay booklet that was handed out. This was created by the Bay Area Community Counsel. Ms. Christianson reviewed the major points in the white paper including information regarding Green Bay's economic development and other strengths and weaknesses in the Green Bay community. This booklet will be coming out on September 29th, 2016.

Ms. Finder-Stone will be speaking at the Alcohol, Tobacco and Mental Health task force breakfast at Lambeau Field on October.

Ms. Finder-Stone asked that everyone please vote in November.

NEXT MEETING – The next meeting will be October 27nd, 2016 at 8:30 a.m. at **Options for Independent Living, 555 Country Club Rd, Green Bay.**

ADJOURN:

Supervisor Campbell/Mr. Epstein moved to adjourn the meeting. **MOTION CARRIED.**
The meeting adjourned at 10:21 a.m.

Respectfully submitted,

Kristin Willems, Administrative Specialist

PROCEEDINGS OF THE BROWN COUNTY FIRE INVESTIGATION TASK FORCE

GENERAL MEMBERSHIP

A meeting of the General Membership of the Brown County Fire Investigation Task Force was held on September 8, 2016, at 7:00 p.m., at Green Bay Fire Station #1, 501 S. Washington St., Green Bay, WI.

Present: Tyler Jonet, Joe Gabe, Steve Zich, Rob Gering, Gregg Staszak, Greg Steenbock, Kevin Krueger, Karl Linsmeier, Aaron Anderson, Jeff Krall, Jeff Janiak, Kim Ward, Tom Hendricks, Ron VanDenBusch, Terry Rottier, Greg Dougherty, Jason Stuckart, Douglas Dow, Angie Cali, Brandon Dhuey, Jim Weeks, Matt Omdahl

Item #1. Adoption of Agenda.

Motion was made by Steenbock and seconded by Gabe to adopt the agenda. **Motion carried.**

Item #2. Review Minutes of Previous Meeting.

The minutes from the last meeting were unavailable.

Item #3. Report of Task Force Activities.

1. 1489 E. Brown Rd. (vehicle/electrical)
2. 5409 Steve's Cheese Rd. (candle)
3. 2229 Ullmer Ct. (arson)
4. 1694 Crimson Ct. (vehicle recall)
5. 3284 Ryan Rd. (arson)

Dhuey advised that Howard Fire is offering their old turnout gear to Task Force members. Go there if you need it. Ashwaubenon also has some if you can't find your size.

Item #4. Information from Board of Directors Meeting.

The Board meeting was held yesterday. Nothing of significance to report.

Item #5. Old Business.

1. AR-80 moved back to original building at Sheriff's Office.

The AR-80 has moved back to the big garage at the Sheriff's Office.

Item #6. New Business.

1. Live burn training.

Dhuey stated that the training is still on for next Wednesday for insurance companies and fire administration personnel.

2. Fall conference Sept. 27-29.

Dhuey stated that six members will be attending the fall conference.

3. Attendance.

Dhuey advised that it has been challenging to get enough members out on calls this summer.

4. Helmets.

Dhuey reported that Ashwaubenon will be donating helmets that are similar to a fire hat.

Item #7. Juvenile Firesetter Business.

Gering reported two juveniles involved in the program since the last meeting—one from Bellevue and one from Green Bay. Dhuey reported that the Board would like someone from Green Bay, De Pere, Ashwaubenon and Howard involved in the program. Gabe stated that Cody Johnson will be getting trained in JFP and will take over as JFP coordinator in Green Bay.

Item #8. Other Business.

No other business was discussed.

Item #9. Set Date, Time, and Location of Next Meeting.

The next meeting is set for Thursday, December 1, 2016, at 7:00 p.m., at the Brown County Sheriff's Office.

Item #10. Training.

Training following the business portion of the meeting was reference NFPA 1033: Standard for Professional Qualifications for Fire Investigator.

Respectfully submitted,

Marsha Laurent
Recording Secretary

PROCEEDINGS OF THE BROWN COUNTY FIRE INVESTIGATION TASK FORCE

BOARD OF DIRECTORS

A meeting of the Board of Directors of the Brown County Fire Investigation Task Force was held on September 7, 2016, at 9:00 a.m., at the Brown County Sheriff's Office, 2684 Development Drive, Green Bay, WI.

Present: Brandon Dhuey, Glenn Deviley, Alan Matzke, Eric Dunning, David Lasee, Todd Delain, Dave Poteat

Excused: Ed Janke

Item #1. Adoption of Agenda.

Motion was made by Delain to move Item #4, Financial Report, after Item #9 to allow time to get copies of the report made for the Board. Seconded by Dhuey. **Motion carried.**

Item #2. Review Minutes of Previous Meeting.

Motion was made by Delain to clarify under Item #7, New Business, that the Brown County Sheriff's Office is looking to purchase a drone in conjunction with the Brown County Fire Investigation Task Force. Seconded by Deviley. **Motion carried.**

Item #3. Report of General Membership Coordinator.

Dhuey stated that 14 members attended the spring IAAI conference and that 5 or 6 will be going to the fall conference in Brookfield.

Dhuey reported that the Task Force was called out to five fires since the last meeting:

1489 E. Brown Rd.
5409 Steve's Cheese Rd.
2229 Ullmer Ct. (arson/under investigation)
1694 Crimson Ct.
3284 Ryan Rd.

Dhuey stated that Howard Fire has donated their old turnout gear for 15 members of the Task Force and Ashwaubenon has donated helmets/goggles.

Dhuey stated that the live burn training will be held one week from today for the private sector, with 75 people to attend. He stated that \$600 has been spent so far for this training, not including lunch, which might cost about \$200.

Dhuey stated that the Task Force has struggled to get members out on calls this summer, which is typical for the summer months.

Dhuey also stated that Brad Neville may prolong his retirement and wants to know if he would be able to come back on the Task Force. Motion was made by Delain that Dhuey will talk to Neville, and if Neville wants to return to the Task Force, he will be put back on, but he needs to complete his FIT certification. Seconded by Deviley. **Motion carried.**

Dhuey noted that everyone has been to at least one fire this year, except Steve Yedica. Review again at end of the year to see if everyone is meeting requirements.

It was noted that Green Bay Fire has its own fire investigation team and, therefore, the Task Force does not go out on many calls in the city. If the city does have an arson, Green Bay PD gets involved. It was stated that the members on Green Bay's fire investigation team are also members on the Task Force. It was discussed whether these members should be taken off the rotating call list and fill those spots with others. It was decided not to.

Item #4. Old Business.

A. Disposition of Case Proceedings.

Nothing to report.

B. Update by Delain on search for smokehouse truck through 1033 Program.

Delain stated that Lt. Zeigle has been trained and is watching for a truck that would meet our needs, but there is nothing at this point.

Item #5. New Business.

Deviley reported that his company is putting on free fire training in Waukau, WI, on October 6-7, 2016. He will send out an email to everyone reference this.

Item #6. Report of Juvenile Firesetter Program Coordinator.

Dhuey reported that Angie Cali is the only one who is interested in the JFP coordinator position. There is training coming up in February.

Item #7. Other Matters.

No other matters were discussed.

Item #8. Financial Report.

Delain distributed the financial report. He noted that about one-third of the budget has been spent through August. There is currently a balance of \$19,919.15. Motion was made by Deviley and seconded by Dhuey to approve the financial report. **Motion carried.**

Item #9. Set Date, Time, and Location of Next Meeting.

The next meeting was set for December 8, 2016, at 9:00 a.m., at the Brown County Sheriff's Office.

Item #10. Adjourn.

Motion was made by Delain and seconded by Deviley to adjourn the meeting. **Motion carried.** Meeting adjourned at 9:55 a.m.

Respectfully submitted,

Marsha Laurent
Recording Secretary